



A World of Knowledge

**MAIN LIBRARY
CATAWBA COUNTY LIBRARY SYSTEM
115 West C Street
Newton, NC 28658**

FOR IMMEDIATE RELEASE
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County library plans free computer classes

NEWTON—Catawba County Library System will offer computer classes for adults as part of an ongoing effort to increase computer literacy. The 90-minute classes are offered at no charge. Sessions are taught by trained library staff and pre-registration is required.

Scheduled next month are:

Intro to Computers—Take the first steps toward computing with the Windows operating system. Offered 10 a.m. Thursday, May 10 at Newton and 10:30 a.m. Tuesday, May 15 at Conover.

Microsoft Word—Get acquainted with this essential program to create, edit and store a variety of documents. Offered 10 a.m. Wednesday, May 2 in Newton and 10:30 a.m. Tuesday, May 8 at Conover.

Setting up an Email Account—See how easy it is to create and send electronic messages with or without file attachments. Scheduled 10 a. m Thursday May 17 at Newton.

Microsoft Excel— Learn this basic spreadsheet program to create interactive charts for bookkeeping and other purposes. Scheduled 9:30 a.m. Wednesday, May 16 at Southwest.

Google Searching Tips— Learn how to effectively use this powerful search engine to speed Internet look-ups. Offered 10 a.m. Wednesday, May 9 at Newton.

Microsoft Publisher—See how your PC can integrate text and graphics to produce brochures, newsletters and other printed pieces. Offered 6 p.m. Thursday, May 10 at St. Stephens.

To register for Main Library classes, call 465-8291. For others, call Conover, 466-5108, St. Stephens, 256-3030 or Southwest 294-2343.

The Main Library is located at 115 West C Street in Newton. The Catawba County Library System also includes the Conover, Claremont, Maiden, Sherrills Ford, Southwest and St. Stephens branch libraries.



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